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TRANSMITTAL SLIP		DATE
TO:		12/14/16
ROOM		
REMARKS:		
<p>The remaining material in this collection will be deposited under Deposit #1 also.</p>		
FROM		
ROOM NO		
Agency Archives		
FORM NO. 241 1 FEB 55		
REPLACES FORM 86-8 WHICH MAY BE USED.		
(47)		

~~ADMINISTRATIVE~~  
~~INTERNAL USE ONLY~~

30 November 1976

MEMORANDUM FOR: [REDACTED]

Records Center  
[REDACTED]

FROM: [REDACTED]

C/PB/P&amp;PD

SUBJECT: Photographic File Material

1. This represents the initial shipment of photographic file material, as prepared from the extensive files that we inherited many months ago. It is forwarded to you on the basis of its apparent inactivity, as there have been no requests for material of this type.

2. Box #1 contains an alphabetical negative file of Agency employees photographed while in receipt of awards, during the years 1962 through 1972. "Awards" include suggestion awards, medal presentations, service and retirement acknowledgements. In this alphabetical file, the recipient is identified by name and, in some cases, the person presenting the award. There are an estimated 2,000 presentations in this box and more than 6,000 negatives.

3. Box #2 contains a considerable collection of more awards ceremonies. In this case, there is no identification of the award recipient; only the component presenting or the occasion is identified (and sometimes dated). I cannot envision any practical method of retrieval for this file since there has been no demand for this subject matter. It may be that this entire collection is worthless since rarely are employee names associated with it.

4. Beginning in 1973 we returned awards ceremony negatives to the individual requesting this type of photography. Hence, historical records of awards cease at the end of 1972.

5. Other materials will follow as a result of our more active attempt to bring this file under control. It is anticipated that no more than six boxes of archival material will result from this housecleaning.

~~ADMINISTRATIVE~~  
~~INTERNAL USE ONLY~~

Date 30 Nov. 1976

MEMORANDUM FOR: Agency Archives, Building A-18

FROM:

C/PB/P&PD

SUBJECT: Transmittal of Archival Records

1. Transmitted herewith are records considered to be of Archival value.
2. The reasons why the records were created and the purpose(s) they served, along with a complete listing, are shown on the attached Form(s) 140A.
3. If you agree that they are of Archival value, please file. If you do not agree, please (return) (destroy).

DESCRIPTION: Alphabetical negative file of Agency employees photographed while in receipt of awards, during the years 1962-1972. "Awards" include suggestion awards, medal presentations, service and retirement acknowledgements. The recipient and, in some cases, the person presenting the award are identified by name. File includes an estimated 2,000 presentations & more than 6,000 negatives.

Signature

ACTION BY AGENCY ARCHIVES

Date 14 Dec. 1976

- ☒ 1. Filed intact into Agency Archives under above Agency Archives Deposit No. /
- ☐ 2. Merged into existing Archival series and duplicates destroyed.
- ☐ 3. Returned to sender.
- ☐ 4. Destroyed.